# Work Placement Trainee Guide RECOMFOR project



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## **Work Placement**

### **Trainee Guide**

### TABLE OF CONTENTS

#### 1. Introduction

- 1.1. Why doing a work placement abroad?
- **1.2.** The RECOMFOR Network
- **1.3.** Purpose of the Trainee Guide
- 2. WHAT DO COMPANIES PREFER?
- 3. How to prepare for the country you are going to?
- 4. HOW TO APPLY?
- 5. WHAT ARE THE MAIN WORKING CONDITIONS?
- 6. How to confront with intercultural differences?
- 7. WHERE ARE YOU GOING TO SLEEP?
- 8. HOW TO FINANCE YOUR WORK PLACEMENT?
- 9. WHAT TO DO IF ...?

#### ANNEXES

**COUNTRIES CARDS** 





#### 1. Introduction

A work placement abroad is often the first step for those who would like to give an international dimension to their career. Many young people aspire discovering a different work environment and a different way of life. Combining the international dimension with a coherent work placement can certainly help to grow professionally and speaking a foreign language in this kind of environment is a good way to acquire more autonomy.

#### 1.1. Why doing a work placement abroad?

The purpose of a work placement is to complete a vocational education and training itinerary, enhancing a diploma or degree and favouring:

- the acquisition of experience (professional abilities, working procedures and work organisation);
- practice and mastering the use of modern technologies (computers, multi-media instruments and machinery, etc.);
- the development of transversal competencies (self confidence, self-control, adaptability, flexibility, creativity, spirit of initiative, entrepreneurship mindset, accuracy, communication abilities, collaborating and directing, etc.);
- the development of intercultural awareness and the development of abilities to deal with cultural differences;
- the availability of continuous updating of knowledge and abilities.

The work placement primarily permits learners to discover the world of a company and helps them discern their own motivations more effectively. It permits them to get a more precise idea of the job they aspire to do and helps them develop and specify their own professional project.

Through work experience, the work placement allows learners to verify and complete the theoretical and methodological training they have received during their formal education. Thanks to contact with expert professionals, they assimilate ways of thinking and behaviour, which are precious for their professional inclusion.

A work placement abroad, in particular, helps learners to:

- understand the operation of a foreign company;
- master working methods that are different from their own country methods, procuring a wide array of professional outlets for themselves;
- perfect their command of one or more foreign languages;
- familiarise with the socio-cultural structures and mechanisms of other countries, developing the ability to understand the complexity and create a dialogue with other cultures and other people;
- prepare to travel and move to other countries.

#### **1.2.** The RECOMFOR Network

RECOMFOR is a European network set up to create a mobility area for learners in the field of trade. This network gathers training centres and companies from 10 different European countries. The aim is to enable learners moving abroad for a work placement to validate this experience once they are back in their country. Partners have worked on certification, training programme and learning outcomes assessment transparency in order to have good quality standards.

Your training centre is affiliated to this network and that's what enables you to participate in a RECOMFOR mobility.





#### **1.3.** Purpose of the Trainee Guide

The aim of this Trainee Guide is essentially threefold:

- 1. Firstly, to assist you to understand the various issues which might appear when planning and undertaking a work placement abroad and that you should consider carefully;
- 2. Secondly, to provide you with basic information on the country's rules, traditions, logistical matters, etc.. The information and advice are general and cannot be regarded as a substitute for the detailed advice and regulations from your home training centre and the host company.
- 3. Thirdly, to encourage you to enquire further and to consider other sources of information.





### 2. WHAT DO COMPANIES PREFER?

- Students who have not yet finished studying;
- Curriculum of studies or work experience with good evaluation;
- Average knowledge of the foreign language needed;
- For office work, information and technology skills;
- If possible, intercultural experience;
- If possible, commitment outside the course of studies (e.g. involvement in associations, field of sports, culture ... It reflects a positive image of a student's personality);
- Specific requirements that concern the work placement wished;
- The duration of the work placement varies and often depends on the training programme of each training centre.

### 3. HOW TO APPLY?

- Under advice of your teacher in the framework of a partnership between your training centre and companies<sup>1</sup>;
- On-line Internet pages dedicated to work placement, through standards forms for candidates to fill out;
- Application by email and attachments (CV and letter of presentation);
- The CV must contain:
  - Personal information
  - Education
  - Working experience
  - o Intercultural experience
  - Information Technology skills
  - Fields of interest

• The letter of presentation must contain:

- Specific occupation or duties the candidate is applying for
- Candidate's motivation;
- Description of abilities, personal characteristics, knowledge, professional experience; stressing the ones that correspond to the requirements of the work placement;
- CV and letter of presentation have to be corrected by a mother tongue speaker;
- CV and letter of presentation have to be adapted according to the rules of the host country.

Look at the European CV template "EUROPASS" (<u>http://europass.cedefop.europa.eu</u>

Use it as such or inspire yourself of it



<sup>&</sup>lt;sup>1</sup> You can find information on learning opportunities, training possibilities available throughout the European Union and job-matching services at <a href="http://ec.europa.eu/ploteus">http://ec.europa.eu/ploteus</a> (Portal on Learning Opportunities throughout the European Space) and <a href="http://ec.europa.eu/ploteus">http://ec.europa.eu/ploteus</a> (Portal on Learning Opportunities throughout the European Space) and <a href="http://ec.europa.eu/ploteus">http://ec.europa.eu/ploteus</a> (Portal on Learning Opportunities throughout the European Space) and <a href="http://ec.europa.eu/ploteus">http://ec.europa.eu/ploteus</a> (Portal on Learning Opportunities throughout the European Space) and <a href="http://ec.europa.eu/ploteus">http://ec.europa.eu/ploteus</a> (The European Job Mobility Portal).



#### 4. How to prepare for the country you are going to?

- Familiarise yourself with the customs and traditions of the country and find out about daily routine
- Find out costs of living; e.g food, accommodation, and travelling expenses.
- Getting information on healthcare, taxes, social protection and insurance is necessary to help you to adapt to your surroundings easily. Much of the necessary information that you will need can be found contacting directly your training centre or on the Internet.
- If you are going to a country where the language is different from your mother tongue, you should be able to speak English at a standard that will enable you to carry a basic conversation with those that you will be working with. Obviously, you will get much more out of the experience if you are able to communicate well with those that are working and living around you and you will be integrated much quicker into your surroundings and feel more settled. If your language skills are still inadequate, the remedy could be a language course before the work placement.

#### 5. WHAT ARE THE MAIN WORKING CONDITIONS?

- <u>Work Placement Agreement</u> (the exact terms of the contract depend on the country, on the institutions involved and national laws applicable)
  - Signed before the work placement between learner, tutor company and training centre;
  - Establishing mutual rights and duties (duration and hours, causes for rescission, possible form of compensation, ...);
  - Specifying tasks to be performed;
  - May specify skills to obtain;
  - Indicating methods of supervision and guidance of a tutor in the work placement organisation and in the training centre
  - Including clauses respecting the norms envisioned in the host country (e.g. civil responsibility insurance).
- <u>Training project:</u>

Can be often required from the company by the training centre. An adequate training project must contain realistic and achievable objectives during the course of the work placement and with the competences made available. The objectives have to be checked and eventually adapted several times during the work placement.

#### 6. How to confront with intercultural differences?

#### • <u>Preparation</u>:

- Evaluate all the pro's and con's from every angle
- Consult family, friends, experts who have first-hand experience of what it means to move abroad
- Keep the fear of departure under control with training on cultural adaptation in general and on specific aspects of the country of destination (history, culture, climate,





demographic aspects, economy, educational and political systems, commercial practices and social customs)

#### • <u>Travel abroad: several steps</u>:

- The honeymoon (initial enthusiasm): everything seems new and fascinating
- Psychological adjustment: you start to perceive the differences in the mentality, feelings and behaviour, between the host country and the cultural standards acquired at home. This causes negative feelings.
- Crisis of adaptation (cultural shock): sensations of anxiousness, insecurity and frustration towards the host culture, which provokes a permanent state of tension, complicates social relations and your performance at work. You feel homesick
- Adaptation: the expatriate has understood the rules of the game in the host country and is fully able to apply them. There are three indicators to evaluate the level of success of the adaptation: subjective satisfaction with your living and working conditions the quality of social relations, level of achievement of professional objectives set.

### • <u>Reintegration</u>:

- Fear of going home
- Enthusiasm for the return
- Crisis of readjustment upon return
- o Readjustment

#### 7. WHERE ARE YOU GOING TO SLEEP?

- Your training centre will help you to find a comfortable place to stay.
- Just remind that living costs vary greatly from country to country and city to city. In some instances, you will find that certain things are a lot cheaper while others are a lot more expensive. Talk to anyone who has worked or lived abroad and they will tell you that it is very important to do thorough research into the costs of living and have a realistic budget.

#### **8.** HOW TO FINANCE YOUR WORK PLACEMENT?

- Scholarships are very variable and depend on each country and each training centre
- In many work placements, you will not get paid for the work you do. Often the placement may be a voluntary placement and you must remember that being paid a salary is not the point of getting work experience, especially abroad;
- Several EU-funded programmes supporting mobility can assist in financing the work placement abroad. In order to receive detailed information you should contact your training centre or more general information is also available at: http://ec.europa.eu/ploteus/





# 9. WHAT TO DO IF ...?

Г

Write your contact details (in your training centre, in your host company, etc.)





# COUNTRY CARDS



# **BELGIUM (BE)**

| GENERAL DATA                              |  |   |
|---|--|---|
| Area                                      | 30,520 km <sup>2</sup>   |   |
|   |  | North Sea   |
| Population                                | 10,625,700.00  | Knokke-Heist  |
| (2010)                                    | 10,023,700.00  | Ostend Brugge Antwers   |
|   |  | Gand St-Niklaas<br>Alossi Hasselt-Gent Germany                                    |
| Density per km <sup>2</sup>               | 351 inhab./km <sup>2</sup>   | Kortrijk Alost  |
|   |  | Liège   |
| Average                                   | Brussels +3°C (January)  | La Louvière Namur Verviers  |
| temperature                               | Brussels +18°C (July)  | Mons Charleroi  |
|   |  | France 2 how Sanger   |
|   |  |   |
| Capital                                   | Brussels   | Luxembourg  |
| -   |  |   |
|   |  |   |
|   |  |   |
| Other main                                | Brussels (1,0131,215); A   | ntwerp (466,203); Gent (235,143); Carleroi (201,550);                             |
| cities                                    |  | 116,982); Namur (113,493); Leuven (91,942)  |
|   |  |   |
| F   | POLITICAL, ECONOMIC  | CAL AND SOCIOLOGICAL DATA   |
|   |  |   |
| Administrative str                        | ructure  | Three administrative regions: Flanders, Wallonia and                              |
|   |  | Brussels. Ten provinces and almost 600 local                                      |
|   |  | authorities.  |
| Form of governme                          | ent  | Constitutional, popular monarchy and a parliamentary                              |
|   |  | democracy.  |
| National holiday                          |  | July, 21  |
| Official language                         |  | Dutch, French and German. In Belgium, 5.6 million                                 |
|   |  | people speak Dutch, 3.5 million speak French and about 50,000 people speak German |
| Occupations per sector (in % of the total |  | Agriculture: 2.0% ; Industry: 24.7%; Services: 72,6%                              |
| employment)                               |  | Agriculture: 2.070 ; industry: 24.770, Bervices: 72,070                           |
| Ethnic origin of population               |  | Around 10% are foreigners in Belgium: 68% from EU,                                |
|   | <b>.</b>   | 10% from Morocco, 5% from Turkey and 17% from                                     |
|   |  | other countries.  |
|   |  | 58% of the population is Flemish, 31% is Walloon,                                 |
|   |  | 11% Brussels.   |
| Religion                                  |  | Roman Catholic: 75%; Islam: 3,5%  |
|   |  | Small minorities of Protestants, Orthodox, Anglicans                              |
| <b>F</b> • 11.4.4                         |  | and Jews.   |
| Economical data (                         | (2010 estimated data)  | GDP (billion USD): 437,04<br>GDP per capita: 40,033,36                            |
|   |  | Inflation rate (%): 1.0   |
| Legal weekly wor                          | king time  | 35, 38 or 39 hours  |
| Logar weekiy wor                          |  | AL INFORMATION  |
| Time zone                                 | - The first of the | GMT+1 in winter, GMT+2 in summer (summer time                                     |
|   |  | is from March to October)   |
| Emergency numb                            | ers  | Fire/Ambulance Service 100  |
|   |  | Police 101  |
| Finding an accom                          | odation  | Tourist office, websites  |
| International cour                        | ntry codes   | Country code for calling Belgium: 32  |
| international coul                        | iti y coues  | To call from Belgium to a foreign country, dial 00 +                              |
|   |  | country code  |
|   |  | To call from a foreign country to Belgium, dial $+32 +$                           |
|   |  | number of your correspondent without the initial 0                                |
|   |  |   |



| Internet country code | .be   |
|-----------------------|---|
| Health                | No vaccine is necessary.  |
|                       | The European Insurance Social Card is needed to have access to treatments without having to advance |
|                       | money.  |

| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION |  |  |
|--|--|--|
| Directory of companies                             |  |  |
| Chambers of Commerce and Federations               |  |  |
| of enterprises                                     |  |  |
|  |  |  |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/belgium/presentation

| OTHER SOURCES OF INFORMATION             |  |
|--|--|
| Medium length of the training and work   |  |
| placements                               |  |
| Useful website on training abroad        |  |
| Useful web sites with information on the |  |
| country culture and cultural briefing    |  |



# **CZECH REPUBLIC (CZ)**

# 

|                                  | GEN  | ERAL DATA   |
|----------------------------------|--|---|
| Area                             | 78 866 km2   |   |
| Population<br>(2010)             | 10,334,160.00                                      | Germany Poland Poland   |
| · · ·                            | 124  | Chomutov Bolesia  |
| Density per km <sup>2</sup>      | 134 inhabitants                                    | Cheb Karlovy     PRAGUE Pardubice     Sumperk     Opava   |
| Average<br>temperature           | Praha - 0,5° C (January)<br>Praha + 19,5° C (July) | Pizen     Ostrava     Ost |
| Capital                          | Praha (1.2 million<br>inhabitants)                 | Austria   |
| Other main                       | Brno (404 858), Ostrava (                          | 314 057), Plzeň (173 642), Liberec (105 219), Olomouc   |
| cities                           | (102 089), Ústí nad Laber                          | n (98 785), Hradec Králové (95 808), České Budějovice   |
|                                  | (95 697), Pardubice (90 71                         | ,   |
| I                                | POLITICAL, ECONOMIC                                | CAL AND SOCIOLOGICAL DATA   |
| Administrative st                | ructure  | 14 Regions  |
| Form of governm                  |  | Parliamentary Republic  |
| National holiday                 |  | September, 28 - St. Wenceslas Day (Czech Statehood  |
|                                  |  | Day)  |
| Official language                |  | Czech, which belongs to the group of Slavic languages.  |
| Occupations per s<br>employment) | sector (in % of the total                          | Services 55%; Industry 40%; Agriculture 5%  |
| Ethnic origin of p               | opulation  | Czech (90.4%); Moravian (3.7%); Slovak (1.9%);<br>Polish (0.5%); German (0.4%); Roma (0.1%), Silesian<br>(0.1%), Others (0.3%)  |
| Religion                         |  | Atheist 55%, Catholic 30%,  |
| Economical data                  | (2010 estimated data)                              | GDP (billion USD): 256.7<br>GDP (USD) per capita: 25 100  |
|                                  |  | Inflation rate (%): 1.1   |
| Legal weekly working time        |  | 40 hours  |
|                                  | PRACTICA   | AL INFORMATION  |
| Time zone                        |  | GMT+1 in winter, GMT+2 in summer (summer time   |
| Emergency numb                   | ers  | is from April to October)<br>Integrated emergency system (police, ambulance, fire)  |
| Finding an accom                 | odation  | 112       Tourist office, websites  |
| International cou                | ntry codes   | Country code for calling the Czech Republic: +420   |
|                                  |  | To call from the Czech Republic to a foreign country,<br>dial 00 + country code<br>To call from a foreign country to the Czech Republic,<br>dial +420 + number of your correspondent without the<br>initial 0   |
| Internet country of              | code   | .cz   |
| Health                           |  | No vaccine is necessary.<br>The European Insurance Social Card is needed to have<br>access to treatments without having to advance<br>money.  |
| Domestic currenc                 | у  | Czech Crown   |
|                                  |  | Page 12   |

| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION |                              |  |
|--|------------------------------|--|
| Directory of companies                             | http://www.search-czech.com/ |  |
| Chambers of Commerce and Federations               | http://www.komoracz.eu/      |  |
| of enterprises                                     | http://www.socr.cz           |  |
|  | http://www.accka.cz          |  |
|  | http://www.aticcr.cz         |  |
|  | http://www.akc.cz            |  |
|  | http://czechtravelpress.cz   |  |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/czech-republic/presentation

| OTHER SOURCES OF INFORMATION             |  |  |
|--|--|--|
| Medium length of the training and work   | Various (depends on the programme)               |  |
| placements                               |  |  |
| Useful website on training abroad        | http://www.ikariera.cz/company-profile/          |  |
| Useful web sites with information on the | Czech Tourism:                                   |  |
| country culture and cultural briefing    | http://www.czechtourism.com/eng/uk/docs/holiday- |  |
|  | tips/news/index.html                             |  |
|  |  |  |
|  | Official websites of the Czech Republic:         |  |
|  | www.czech.cz/                                    |  |



| GENERAL DATA                |                           |   |
|-----------------------------|---------------------------|---|
| Area                        | 551 695 km <sup>2</sup>   | United Kingdom Calais Belgium   |
|                             |                           | English channel<br>Cherbourg  |
| Population                  | 62 793 432                | Perros-Guiree Rouen Reims   |
| (2010)                      | 02770 102                 | Gen PARIS OMET  |
| · · ·                       | 112 02 inhabitanta        | Rennes  |
| Density per km <sup>2</sup> | 113,82 inhabitants        | Auserre Dijon Besançon  |
|                             |                           | Poitiers Switz.   |
| Average                     | Paris +3,5°C (January)    | Atlantic La Rochelle Limoges Clermont   |
| temperature                 | Paris + 23 °C (July)      | ocean Poyan Ferrand Uyon Anneey   |
|                             |                           | Bordeaux Grenoble K Italy   |
|                             |                           | Avignon   |
| Capital                     | Paris (11,5 millions      | Blarritz Pau Toulouse Montpellier Marseille Marseille   |
|                             | inhabitants)              | Carcassonne Perolognan Mediterranean sea  |
|                             |                           | Spain • Perpignan   |
|                             |                           |   |
| Other main                  | 5                         | ille (1,6) Lille (1,2) Toulouse (1,1) Bordeaux (1) Nice   |
| cities                      |                           | 9 000) Montpellier (510 000) Rennes (365 000) Reims   |
|                             | (293 000) Besançon (233   |   |
| P                           | POLITICAL, ECONOMIC       | CAL AND SOCIOLOGICAL DATA   |
| Administrative str          | ·uctura                   | 100 departments   |
| Aummstrative sti            | ucture                    | 22 metropolitan regions   |
| Form of governme            | ent                       | Parliamentary Republic  |
| National holiday            |                           | July, 14  |
| Official language           |                           | French  |
|                             | sector (in % of the total | Services: 72,3%; Industry: 24,10%; Agriculture: 3,7%  |
| employment)                 |                           |   |
| Ethnic origin of p          | opulation                 | Mix of celt and latin populations, with North African,  |
|                             | -                         | African and Asian minorities.   |
| Religion                    |                           | Secular state   |
|                             |                           | (Catholic: 62%; Muslim: 6%; protestant: 2% Jewish:  |
|                             |                           | 1%)   |
| Economical data (           | 2010 estimated data)      | GDP: 2,527 billions USD   |
|                             |                           | Annual growth rate: $+0,4\%$  |
|                             |                           | GDP per capita: 40 170 USD<br>Inflation rate: 1%  |
|                             |                           | 35 h per week (full-time job)   |
| Legal working tim           |                           | AL INFORMATION  |
| Time zone                   | пкастис                   | GMT+1 in winter, GMT+2 in summer (summer time   |
| 1                           |                           | is from March to October)   |
| Emergency numb              | ers                       | Police 17   |
| 8 1                         |                           | Fire 18   |
|                             |                           | SAMU 15   |
|                             |                           | Emergency call 112  |
| Finding an accomodation     |                           | Tourist office, websites  |
| International country codes |                           | Country code for calling France: +33  |
|                             |                           | To call from France to a foreign country, dial 00 +   |
|                             |                           | country code  |
|                             |                           | To call from a foreign country to France, dial $+33 +$ number of your correspondent without the initial 0 |
| Internet country code       |                           | .fr   |
| Health                      | our                       | No vaccine is necessary.  |
| 11041011                    |                           | The European Insurance Social Card is needed to have  |
|                             |                           | access to treatments without having to advance  |
|                             |                           | money.  |
|                             |                           | <i>j</i> ·  |



| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION |                           |  |
|--|---------------------------|--|
| Directory of companies                             | www.societe.com           |  |
|  | www.pagespro.com          |  |
|  | www.indexa.fr             |  |
|  | www.kompass.fr            |  |
|  | www.firmafrance.com       |  |
| <b>Chambers of Commerce and Federations</b>        | www.pme.service-public.fr |  |
| of enterprises                                     | www.cgi-cf.fr             |  |
|  | www.cci.fr                |  |
|  | www.cgpme.fr              |  |
|  |                           |  |

Source: www.laposte-export-solutions.com/fr/marches/fiches-pays/france/accueil

| OTHER SOURCES OF INFORMATION   |   |  |
|--|---|--|
| Medium length of the training and work placements                              | Length of training : 2 years<br>Length of workplacement : 14 weeks ( 8 weeks abroad<br>+ 6 weeks in France) |  |
| Useful website on training abroad  | www.studyrama.com<br>www.vip-stage.com<br>www.kapstages.com   |  |
| Useful web sites with information on the country culture and cultural briefing | www.francoscopie.fr<br>www.tourisme.fr/   |  |





|   | GENERAL DATA                 |   |  |
|---|------------------------------|---|--|
| Area  | 132,000 Km <sup>2</sup>      | FYROM Bulgaria  |  |
|   |                              | •Komotini<br>Nexandroiçioli   |  |
| Population  | 11,262,000 million           | Albania Verola<br>Kozani saMOTHRAKI Zhunishi  |  |
| (2010)  | 11,202,000 IIIIII0II         | CORFU   |  |
| · · ·   |                              | Cortu Loannina<br>Ionian Islands Volos  |  |
| Density per km <sup>2</sup>                           | 87 inhabitants               | Ionian Prevezalina Lamia Aegean (5900)<br>Mytimi<br>Sea   |  |
|   |                              | Levadeia Levadeia Chalkida Chilos   |  |
| Average   | Athens +13°C                 | Argostoli Patras ATHENS<br>Zakynthos Connth Paraeus SAMOS   |  |
| temperature   | (January)                    | Tripoli - Argos Algina MYKONOS  |  |
| I I   | Athens $+$ 33°C (July)       | Kalamata, Spari<br>Nediterranean<br>Sea   |  |
|   |                              | THIRA: DODECANESE Rhodes  |  |
| Capital   | Athens (3,500,000            | Sea of Crete RHODES   |  |
| Capital   | inhabitants)                 | Chania<br>Irakion   |  |
|   | mindoitaints)                |   |  |
|   |                              |   |  |
| Other main  | The second section (000,000) | $\mathbf{D}_{\text{res}}^{\text{int}} = (120, 000), \mathbf{D}_{\text{res}} = (120, 000), \mathbf{H}_{\text{res}} = (150, 000)$ |  |
| cities  | I nessaloniki (800,000);     | ; Piraeus (180,000); Patras (180,000); Heraklion (150,000)  |  |
| cities  |                              |   |  |
| DO  | LITICAL ECONOM               |   |  |
| ru  | LITICAL, ECONOM              | ICAL AND SOCIOLOGICAL DATA  |  |
| Administrative st                                     | ructure                      | 13 Regions  |  |
| Form of governm                                       |                              | Parliamentary Republic  |  |
| National holiday                                      | ciit                         | October, 28   |  |
| Official language                                     |                              | Greek   |  |
|   | sector (in % of the total    | Agriculture: 20%; Industry: 20%; Services: 60%  |  |
| Occupations per sector (in % of the total employment) |                              | 1 Gireanare. 2070, industry. 2070, Services. 0070   |  |
| Ethnic origin of p                                    | onulation                    | Greek (93,76%); Albanians (4,32%); Other (1,92%)  |  |
| Religion  |                              | Orthodox Christianity as prevailing religion  |  |
| Ŭ   | (2010 estimated data)        | GDP (billion USD): 328.42   |  |
|   |                              | GDP per capita: 29,266.81   |  |
|   |                              | Inflation rate (%): 2.1   |  |
| Legal weekly wor                                      | king time                    | 48 hours (full-time job)  |  |
| ·   |                              | CAL INFORMATION   |  |
| Time zone   |                              | GMT+2 in winter, GMT+3 in summer (summer time is  |  |
|   |                              | from March to October)  |  |
| Emergency numb  | ers                          | Police 100  |  |
| -   |                              | Fire 199  |  |
|   |                              | Ambulance 166   |  |
| Finding an accomodation                               |                              | Tourist office, websites  |  |
| International country codes                           |                              | Country code for calling Greece: +30  |  |
|   |                              | To call from Greece to a foreign country, dial 00 +   |  |
|   |                              | country code  |  |
|   |                              | To call from a foreign country to Greece, dial +30 +  |  |
|   |                              | number of your correspondent without the initial 0  |  |
| Internet country                                      | code                         | .gr   |  |
| Health  |                              | No vaccine is necessary.  |  |
|   |                              | The European Insurance Social Card is needed to have  |  |
|   |                              | access to treatments without having to advance money.   |  |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/greece/presentation



| OTHER SOU  | OTHER SOURCES OF INFORMATION   |  |  |
|--|--|--|--|
| Medium length of the training and work   |  |  |  |
| placements   | Work placements: 6 months (optional)   |  |  |
| Useful website on training abroad  | www.oeek.gr (for initial training)<br>www.ekep.gr<br>www.oaed.gr<br>www.iky.gr     |  |  |
| Useful web sites with information on the country culture and cultural briefing | www.eot.gr<br>(in English, French, Italian, Portuguese, Spanish,<br>Chinese, etc.) |  |  |



# ITALY (IT)

| GENERAL DATA   |                         |  |
|--|-------------------------|--|
| Area   | 301,200 Km <sup>2</sup> | Switzerland Austria Hungary                              |
|  |                         | Switzenand   |
| Population   | 60.2 million            | Aoste Bergamo, Verona Trieste Croatia                    |
| (2010)   |                         | Turin Parma Bologna Bosnia                               |
| ~ /  |                         | France Inperia Florence                                  |
| Density per km <sup>2</sup>                                    | 200 inhabitants         | • Livomo • Ancona  |
|  |                         | Corsica ELBA = Terni Pescara Adriatic<br>Sea             |
| Average  | Rome +11°C (January)    | Fry ROME Foggia Bari                                     |
| temperature  | Rome + 30°C (July)      | • Sassari • Naples Taranto                               |
|  |                         | SARDINIA Tyrrhenian<br>Sea                               |
|  |                         | Caglian<br>Catanzaro                                     |
| Capital  | Rome (2.73 inhabitants) | Palermo Reggio di Calabria                               |
| -  |                         | SICILY Catania Sea                                       |
|  |                         | Tunisia  |
|  |                         |  |
| Other main   | Milan (1.3 million); Na | aples (960,000); Turin (910,000); Genoa (610,000);       |
| cities   |                         | ma (370,000); Florence (370,000); Venice (270,000)       |
|  |                         |  |
| P  | POLITICAL, ECONOMIC     | CAL AND SOCIOLOGICAL DATA                                |
|  |                         |  |
| Administrative str   | ructure                 | 20 Regions. The country is further divided into 110      |
|  |                         | provinces (Province) and 8,100 municipalities            |
|  |                         | (Comuni)   |
| Form of governme   | ent                     | Parliamentary Republic                                   |
| National holiday   |                         | April, 25 – Liberation Day                               |
| 0.000 4.1.1  |                         | June, 02 - Anniversary of the Republic                   |
| Official language  |                         | Italian  |
|  |                         | Italy has a numerous dialects, spoken all over the       |
| Quanations nor sootor (in 9/ of the total                      |                         | country<br>Agriculture: 3%; Industry: 32%; Services: 65% |
| Occupations per sector ( <i>in % of the total employment</i> ) |                         | Agriculture. 5%, industry. 52%, Services. 05%            |
| Ethnic origin of population                                    |                         | Italian (93,52%); Romanian (1,32%); North Africans       |
| Etime origin of population                                     |                         | (1,01%); Others $(4,15%)$                                |
| Religion   |                         | Roman Catholic (87,8%)                                   |
| Economical data (2010 estimated data)                          |                         | GDP (billion USD): 1,987.45                              |
|  |                         | GDP per capita: 33,010.65                                |
|  |                         | Inflation rate (%): 0.6                                  |
| Legal weekly working time                                      |                         | 40 hours   |
|  |                         | AL INFORMATION   |
| Time zone  |                         | GMT+1 in winter, GMT+2 in summer (summer time            |
|  |                         | is from March to October)                                |
| Emergency numb   | ers                     | Police 113   |
|  |                         | Ambulance 118<br>Firemen 115                             |
| Finding on accomodation  |                         | Tourist office; websites                                 |
| Finding an accomodation<br>International country codes         |                         | Country code for calling Italy: +39                      |
|  | iti y touts             | To call from Italy to a foreign country, dial 00 +       |
|  |                         | country code   |
|  |                         | To call from a foreign country to Italy, dial +39 +      |
|  |                         | number of your correspondent without the initial 0       |
| Internet country code  |                         | .it  |
| Health   |                         | There is no compulsory vaccination.                      |
|  |                         | The European Insurance Social Card is needed to have     |
|  |                         | access to treatments without having to advance           |
|  |                         | money.   |



| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION             |                         |  |
|--|-------------------------|--|
| Directory of companies http://www.camcom.gov.it/               |                         |  |
|  | http://www.vi.camcom.it |  |
| Chambers of Commerce and Federations http://www.camcom.gov.it/ |                         |  |
| of enterprises   | http://www.vi.camcom.it |  |
|  |                         |  |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/italy/presentation

| OTHER SOURCES OF INFORMATION   |   |  |
|--|---|--|
| Medium length of the training and work placements                              | It depends on the training programme                                |  |
| Useful website on training abroad  | http://www.cpv.org<br>http://www.programmaleonardo.net/llp/home.asp |  |
| Useful web sites with information on the country culture and cultural briefing | http:// <u>www.enit.it</u><br>http://www.veneto.to                  |  |



# THE NETHERLANDS (NL)



| GENERAL DATA                              |  |  |
|---|--|--|
| Area                                      | 41,500 Km <sup>2</sup>                         |  |
|   | (without overseas territories)                 | Groningen  |
| Derestetter                               | 16.2 million                                   | - Assert   |
| Population                                | 16.3 million<br>(without overseas territories) | Emmen  |
| (2010)                                    |  | Alkmaar  |
| Density per km <sup>2</sup>               | 484 inhabitants                                | North Zaanstad - Zwoile Almelo                             |
|   |  | AMSTERDAM Apeldoorn Hengelo<br>Enschede                    |
| Average                                   | Amsterdam +4°C                                 | The Hague Leiden Utrecht Arnhem                            |
| temperature                               | (January)                                      | Nijmegen   |
| temperature                               | Amsterdam +22°C                                | Middeiburg Roosendaal • Tilburg                            |
|   | (July)   | Eindhoven Germany  |
|   | (vulj)   | Terneuzen  |
| Capital                                   | Amsterdam                                      | Belgium  |
|   |  | Maastricht   |
|   |  | <u> </u>   |
|   |  |  |
| Other main cities                         | Rotterdam (990.000):                           | Utrecht (420,000); Eindhoven (320,000); Maastricht         |
|   | (120,000)                                      |  |
| D   |  |  |
| Р   | OLITICAL, ECONON                               | AICAL AND SOCIOLOGICAL DATA                                |
| Administrative str                        | ucture   | 12 Provinces   |
| Form of governme                          | ent  | Parliamentary Monarchy                                     |
| National holiday                          |  | May, 05 – Liberation Day - celebrated every year, but as   |
|   |  | of 2000, an official holiday once every 5 years.           |
| Official language                         |  | Dutch  |
| Occupations per sector (in % of the total |  | Agriculture (3%); Industry (27%); Services (70%)           |
| employment)                               |  |  |
| Ethnic origin of po                       | pulation                                       | Dutch (81%); (Western 8%, Non-Western 9% - Turks           |
|   |  | 2,2,%, Moroccans 2%, Surinamese 2%, Antilles 0,8%,         |
| D I' '                                    |  | other non-western $2\%$                                    |
| Religion                                  |  | Catholic $(27\%)$ ; Protestant $(18\%)$ ; Muslim $(6\%)$ ; |
| Economical data (                         | 2010 actimated data)                           | Agnostic (47%); Others (2%)<br>GDP (billion USD): 744.09   |
|   | 2010 estimated data)                           | GDP (611101 (SD): 744.09<br>GDP per capita: 44,121.65      |
|   |  | Inflation rate (%): 1.1                                    |
| Legal weekly work                         | cing time                                      | 37 hours   |
|   |  | ICAL INFORMATION   |
| Time zone                                 |  | GMT+1 in winter, GMT+2 in summer (summer time is           |
|   |  | from March to October)                                     |
| Emergency numbers                         |  | 112  |
| Finding an accomodation                   |  | Tourist office, websites                                   |
| International country codes               |  | Country code for calling The Netherlands: +31              |
| v   |  | To call from The Netherlands to a foreign country, dial    |
|   |  | 00 + country code  |
|   |  | To call from a foreign country to The Netherlands, dial    |
|   |  | +31 + number of your correspondent without the initial 0   |
| Internet country code                     |  | .nl  |
| Health                                    |  | There are no obligatory vaccinations nor any               |
|   |  | recommendations.   |
|   |  | The European Insurance Social Card is needed to have       |
| <b>C 1 </b> <i>U</i> <b>1  </b>           |  | access to treatments without having to advance money.      |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/netherlands/presentation



| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION     |  |  |
|--|--|--|
| Directory of companies                                 |  |  |
| Chambers of Commerce and<br>Federations of enterprises | http://www.kvk.nl/<br>http://www.vno-ncw.nl/English/Pages/default.aspx<br>http://www.mkb.nl/ |  |
|  |  |  |

| OTHER SOURCES OF INFORMATION             |                         |  |
|--|-------------------------|--|
| Medium length of the training and work   | 3-20 weeks              |  |
| placements                               |                         |  |
| Useful website on training abroad        | www.stagemarkt.nl       |  |
|  | www.workplacement.nl    |  |
|  | www.kch.nl              |  |
| Useful web sites with information on the | www.holland.com/global/ |  |
| country culture and cultural briefing    | -                       |  |



# PORTUGAL (PT)

# **())**

| GENERAL DATA                                      |   |   |
|---|---|---|
| Area  | 92,400 km <sup>2</sup>                            | Vian 40<br>Castelo<br>•Braga Chaves Bragança  |
| Population<br>(2010)                              | 10.95 million                                     | Oport Visa<br>Lamego<br>Aveiro Viseu Guarda   |
| Density per km <sup>2</sup>                       | 115 inhabitants                                   | North<br>Attentic<br>Ocean<br>•Leiria<br>Branco   |
| Average<br>temperature                            | Lisbon +14°C<br>(January)<br>Lisbon +27°C (July)  | Peniche Santarém Portalegre<br>Santarém Portalegre<br>LISBON Setubal Évora<br>Sines Bejae Serpa |
| Capital   | Lisbon (2,500,000<br>inhabitants)                 | Aljustrel<br>Aljustrel<br>Lagos Faro  |
| Other main<br>cities                              | Oport (1,220,000); Vil<br>(148,000); Setúbal (112 | a Nova de Gaia (290,000); Amadora (170,000); Coimbra<br>3,000)                                  |
| I   | POLITICAL, ECONOM                                 | AICAL AND SOCIOLOGICAL DATA   |
| Administrative st                                 | ructure   | 18 Provinces and 2 Autonomous Regions (Madeira and Azores)                                      |
| Form of governme                                  | ent   | Parliamentary Republic  |
| National holiday                                  |   | June, 10  |
| Official language                                 |   | Portuguese  |
| Occupations per sector (in% the total employment) |   | Agriculture (10%); Industry (30%); Services (60%)   |
| Ethnic origin of p                                | opulation   | A mix of celtic and Latin peoples, with African and Asian minorities                            |
| Religion  |   | Roman Catholic (84.5%); other Christian faiths (2.2%)   |
| Economical data (2010 estimated data)             |   | GDP (billion USD): 209,58   |
|   |   | GDP per capita: 19,623.70   |
|   |   | Inflation rate (%): 1.0   |
| Legal weekly wor                                  | <u> </u>  | 39 hours  |
|   | PRACT   | CAL INFORMATION   |
| Time zone   |   | GMT in winter, GMT+1 in summer (summer time is from March to October)                           |
| Emergency numb                                    | ors   | Ambulance 112   |
| Emergency numb                                    | (1)   | Medical emergencies and police 112  |
| Finding an accomodation                           |   | Tourist office, websites  |
| International country codes                       |   | Country code for calling Portugal: +351   |
|   |   | To call from Portugal to a foreign country, dial 00 +   |
|   |   | country code  |
|   |   | To call from a foreign country to Portugal, dial +351 +   |
|   |   | number of your correspondent without the initial 0  |
| Internet country o                                | code  | .pt   |
| Health  |   | No vaccine is necessary.  |
|   |   | The European Insurance Social Card is needed to have  |
|   |   | access to treatments without having to advance money.   |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/portugal/presentation

| SOURCES OF ECONOMICA                                   | L AND PROFESSIONAL INFORMATION   |
|--|--|
| Directory of companies                                 | Aicep Portugal Global is a public business entity focused<br>in encouraging the best foreign companies to invest in<br>Portugal and contribute to the success of Portuguese<br>companies abroad in their internationalization processes<br>or export activities.<br>http://www.portugalglobal.pt/PT/Paginas/Home.aspx<br>http://www.portugalglobal.pt/PT/Pages/Home.aspx<br>These links provide a list of companies (both in PT and<br>EN) investing in International Trade activities.<br>http://www.empresaslista.com/<br>http://www.eradar.pt/<br>http://www.eradar.pt/<br>http://www.teloos.com.pt/<br>http://www.greatplacetowork.pt/best/list-pt.htm |
| Chambers of Commerce and<br>Federations of enterprises | Portuguese Commerce and Services Confederation         www.ccp.pt         (a list of 100 trade associations members of the         Portuguese Commerce and Services Confederation is         available for download)         Lisbon Trade Association / Portuguese Chamber of         Commerce and Industry         http://www.port-chambers.com/         http://www.tecnet.pt/24060.html         (provide a list of some of the existing Chambers of  |

| OTHER SOURCES OF INFORMATION   |   |  |
|--|---|--|
| Medium length of the training and work 1504 hours (total number of hours of the training cou |   |  |
| placements   | 504 hours (total number of hours of the work placement)   |  |
| Useful website on training abroad  | http://cdp.portodigital.pt/estagios/programas-de-estagios-<br>internacionais-1 (work placements abroad) |  |
| Useful web sites with information on the   | www.visitportugal.com/Cultures/en-US/default.html   |  |
| country culture and cultural briefing  | www.golisbon.com/culture/   |  |
|  | www.instituto-camoes.pt/  |  |
|  | www.kwintessential.co.uk/resources/global-  |  |
|  | etiquette/portugal.html   |  |
|  |   |  |

More info regarding general, political, economical and sociological aspects of Portugal can be found on: <a href="http://www.portugalglobal.pt/PT/Paginas/Home.aspx">http://www.portugalglobal.pt/PT/Paginas/Home.aspx</a> <a href="http://www.portugalglobal.pt/EN/Pages/Home.aspx">http://www.portugalglobal.pt/PT/Paginas/Home.aspx</a>



# ROMANIA (RO)



| Area       238,391 km²         Population<br>(2010)       22.6 million         Density per km²       91 inhabitants         Average<br>temperature       Bucharest -3°C<br>(January)<br>Bucharest (2.1 million<br>inhabitants)       Image: Constants<br>(January)<br>Bucharest (2.1 million<br>inhabitants)         Other main cities       Iaşi (350,000), Constants<br>(January)       (January)<br>Bucharest (2.1 million<br>inhabitants)         Other main cities       Iaşi (350,000), Constants<br>(January)       (January)<br>Bucharest (2.1 million<br>inhabitants)         POLITICAL, ECONOMIC-LAND SOCIOLOGICAL DATA         Administrative structure       41 Provinces and the Municipality of Bucharest<br>Parliamentary democracy         National holiday       1 <sup>4</sup> and 2 <sup>24</sup> of January<br>1 <sup>4</sup> of May<br>First and second day of Eastern (the date varies from<br>one year to another)<br>Pentcost (the date varies from one year to another)<br>1 <sup>6</sup> of August<br>1 <sup>4</sup> of December<br>25 <sup>th</sup> - 26 <sup>th</sup> of the population, respectively.         Official language<br>employment)       Romanian is spoken as a first language by 91% of the<br>population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7 <sup>th</sup><br>and 1.1 <sup>5</sup> of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Romanian (S9.5 <sup>th</sup> ); Hungarians (Including Szecklers)<br>(6.5 <sup>th</sup> ); Roma (2.3 <sup>th</sup> ); other ethnic groups (1.5 <sup>th</sup> )         Ethnic origin of population       Romanian (S9.5 <sup>th</sup> ); Hungarians (S9.5 <sup>th</sup> ); Hungarians (Including Szecklers)<br>(6.5 <sup>th</sup> ); Roma (2.5 <sup>t</sup>   | GENERAL DATA                          |                         |   |
|--|---------------------------------------|-------------------------|---|
| Population<br>(2010)       22.6 million         Density per km²       91 inhabitants         Average<br>temperature       Bucharest -3°C<br>(January)       Image: Comparison of the second<br>inhabitants)         Capital       Bucharest (2.1 million<br>inhabitants)       Bucharest (2.1 million<br>inhabitants)         Other main cities       Iaşi (350,000), Constanța (344,000), Timișoara (327,000), Cluj-Napoca<br>(344,000), Galați (331,000), Brașov (316,000)         POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA         Administrative structure       41 Provinces and the Municipality of Bucharest<br>Porm of government         Parliamentary democracy       1 <sup>4</sup> and second day of Eastern (the date varies from<br>one year to another)<br>Periecost (the date varies from one year to another)<br>15 <sup>16</sup> of August<br>1 <sup>4</sup> of August<br>1 <sup>4</sup> of August<br>1 <sup>4</sup> of Caugust<br>1 <sup>4</sup> of December         Official language       Romanian is spoken as a first language by 91% of the<br>population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Romanian (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other rethnic groups (1,5%)         Religion       Eastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); other religions (0,4%)         Economical data (2010 estimated data)       GDP (billion USD): 24,1<br>GDP per capita (USD): 11,755<br>Inflation 10,3%); other religions (0,4%)         Eline origin of population       Contri code for calling Romania: +40<br>Hoo  | Area                                  | 238,391 km <sup>2</sup> | POLAND 24 28  |
| (2010)       Image: Second Secon |                                       |                         |   |
| (2010)       Image: Second Secon | Population                            | 22.6 million            | MRATHIN AMAN  |
| Average<br>temperature       Bucharest -3°C<br>(January)<br>Bucharest +24°C (July)         Capital       Bucharest (2.1 million<br>inhabitants)       Image: Constants<br>(334,000), Constants<br>(334,000), Calați (331,000), Braşov (316,000)         Other main cities       Iaşi (350,000), Constants<br>(334,000), Galați (331,000), Braşov (316,000)       BULGARIA<br>BULGARIA         Administrative structure       41 Provinces and the Municipality of Bucharest         Porm of government       Parliamentary democracy       I' and 2 <sup>m</sup> of January         I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January         I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January         I' of May       First and second day of Eastern (the date varies from<br>one year to another)       Pentecost (the date varies from one year to another)         Star of December       Z6 <sup>m</sup> of December       Agriculture (32%); Industry (31%); Services (37%)<br>and 1.1% of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Romanian (89,5%); Roma -Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other relingions (0,4%)         Ethnic origin of population       Romanians (89,5%); Roma -Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other relingions (0,4%)         Ethnic origin an accomodation       Tourist offices, websites         Inflation rate (%); 3.5       Due canti   |                                       | 22.0 mmon               |   |
| Average<br>temperature       Bucharest -3°C<br>(January)<br>Bucharest +24°C (July)         Capital       Bucharest (2.1 million<br>inhabitants)       Image: Constants<br>(334,000), Constants<br>(334,000), Calați (331,000), Braşov (316,000)         Other main cities       Iaşi (350,000), Constants<br>(334,000), Galați (331,000), Braşov (316,000)       BULGARIA<br>BULGARIA         Administrative structure       41 Provinces and the Municipality of Bucharest         Porm of government       Parliamentary democracy       I' and 2 <sup>m</sup> of January         I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January         I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January         I' of May       First and second day of Eastern (the date varies from<br>one year to another)       Pentecost (the date varies from one year to another)         Star of December       Z6 <sup>m</sup> of December       Agriculture (32%); Industry (31%); Services (37%)<br>and 1.1% of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Romanian (89,5%); Roma -Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other relingions (0,4%)         Ethnic origin of population       Romanians (89,5%); Roma -Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other relingions (0,4%)         Ethnic origin an accomodation       Tourist offices, websites         Inflation rate (%); 3.5       Due canti   |                                       | 01 inhohitonta          | Oradea Cluj-  |
| Average<br>temperature       Bucharest -3°C<br>(January)<br>Bucharest +24°C (July)         Capital       Bucharest (2.1 million<br>inhabitants)       Image: Constants<br>(334,000), Constants<br>(334,000), Calați (331,000), Braşov (316,000)         Other main cities       Iaşi (350,000), Constants<br>(334,000), Galați (331,000), Braşov (316,000)       BULGARIA<br>BULGARIA         Administrative structure       41 Provinces and the Municipality of Bucharest         Porm of government       Parliamentary democracy       I' and 2 <sup>m</sup> of January         I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January         I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January       I' and 2 <sup>m</sup> of January         I' of May       First and second day of Eastern (the date varies from<br>one year to another)       Pentecost (the date varies from one year to another)         Star of December       Z6 <sup>m</sup> of December       Agriculture (32%); Industry (31%); Services (37%)<br>and 1.1% of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Romanian (89,5%); Roma -Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other relingions (0,4%)         Ethnic origin of population       Romanians (89,5%); Roma -Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other relingions (0,4%)         Ethnic origin an accomodation       Tourist offices, websites         Inflation rate (%); 3.5       Due canti   | Density per km <sup>2</sup>           | 91 Innaoliants          | Napoca<br>Bacau<br>Bacau                              |
| Average<br>temperature       Bucharest +24°C (July)<br>Bucharest +24°C (July)       Image: Constant of the state of th    |                                       |                         | Timisoara Sibiu                                       |
| Temperature       Utanuary<br>Bucharest +24°C (July)         Capital       Bucharest (2.1 million<br>inhabitants)       Form of post (327,000), Clui-Napoca<br>(334,000), Calati (331,000), Braşov (316,000)         Other main cities       Iaşi (350,000), Constanța (344,000), Timişoara (327,000), Clui-Napoca<br>(334,000), Galați (331,000), Braşov (316,000)         POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA         Administrative structre       41 Provinces and the Municipality of Bucharest         Form of government       Parliamentary democracy         National boliday       1 <sup>st</sup> and 2 <sup>au</sup> of January<br>1 <sup>st</sup> of May<br>First and second day of Eastern (the date varies from<br>one year to another)         Pentecost (the date varies from one year to another)<br>15 <sup>th</sup> of August<br>1 <sup>st</sup> of December<br>25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language       Romanian is spoken as a first language, spoken by 6.7%<br>and 1.1% of the population, respectively.         Occupations per sector ( <i>in % of the total<br/>employment</i> )       Romanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); Roma-Catholic (4,7%);<br>Protestant (3,2%); Orter-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)         Ethnic origin of population       Romanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); Roma-Catholic (4,7%);<br>Protestant (3,2%); Other religions (0,4%)         Ethnic origin of population       Romanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); Roma-Catholic (4,7%);<br>Protestant (3,2%); Other religions (0,4%)         Ethnic origin of population  | 0                                     |                         | Moldoveanu A Brasov Galati                            |
| Capital       Bucharest (2.1 million inhabitants)       SERBIA Constraints       Constraints <thconstraints< th=""> <thconstraints< th=""></thconstraints<></thconstraints<>   | temperature                           |                         | Ploiesti Ploiesti Tulcea                              |
| Capital       Bucharest (2.1 million<br>inhabitants)       SERBIA       Gurding the second<br>of the page of the second secon             |                                       | Bucharest +24 C (July)  | •Craiova Constanța                                    |
| Capital       Bucharest (2.1 million<br>inhabitants)       Bucharest (2.1 million<br>inhabitants)         Other main cities       Iaşi (350,000), Constanța (344,000), Timişoara (327,000), Cluj-Napoca<br>(334,000), Galați (331,000), Braşov (316,000)         POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA         Administrative structure       41 Provinces and the Municipality of Bucharest         Form of government       Parliamentary democracy         National holiday       1 <sup>st</sup> and 2 <sup>nd</sup> of January<br>1 <sup>st</sup> of May<br>First and second day of Eastern (the date varies from<br>one year to another)<br>Pentecost (the date varies from one year to another)<br>1 <sup>St</sup> of August<br>1 <sup>st</sup> of December<br>25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language       Romanian is spoken as a first language by 91% of the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Romanians (89,5%); Hungarians (incluing Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)         Ethnic origin of population       Romanians (89,5%); Hungarians (incluing Szecklers)<br>(6,5%); Roma (2,5%); other relingions (0,4%)         Economical data (2010 estimated data)       GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5         Legal working time       40 hours         PRACTICXL INFORMATION       GMT +2 hours<br>(summer time is from March to October)         Emergency numbers       112<br>Finding an accomodation       Tourist offices, websites         International   |                                       |                         | Giurgiu   |
| Initial analysis       9 - 49 - 305m<br>0 - 50 - 50m         Other main cities       Iaşi (3350,000), Constanța (344,000), Timişoara (327,000), Cluj-Napoca<br>(334,000), Galați (331,000), Brașov (316,000)         POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA         Administrative structure       41 Provinces and the Municipality of Bucharest<br>Porm of government         Partiamentary democracy       Partiamentary democracy         National holiday       1 <sup>et</sup> and 2 <sup>nd</sup> of January<br>1 <sup>et</sup> of May<br>First and second day of Eastern (the date varies from<br>one year to another)<br>Pentecost (the date varies from one year to another)<br>15 <sup>th</sup> of December<br>25 <sup>th</sup> - 26 <sup>th</sup> of December<br>25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language       Romanian is spoken as a first language by 91% of the<br>population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.         Occupations per sector ( <i>in % of the total</i><br>(6,5%), Roma (2,5%); other ethnic groups (1,5%)         Ethnic origin of population       Romanians (89,5%); Hungarians (including Szecklers)<br>(6,5%), Roma (2,5%); other rethnic groups (1,5%)         Religion       Eastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unirain (0,3%), other rething groups (1,5%)         Inflation rate (%): 3.5       Legal working time       40 hours         PRACTICAL INFORMATION       GDP (billion USD): 264,1<br>GDP per capita (USD); 11,755<br>Inflation rate (%): 3.5         Legal working time       40 hours  | Capital                               |                         | <i>Black</i>  |
| Other main cities         Iaşi (350,000), Constanța (344,000), Timișoara (327,000), Cluj-Napoca (334,000), Galați (331,000), Brașov (316,000)           POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA           Administrative structure         41 Provinces and the Municipality of Bucharest           Porm of government         Parliamentary democracy           National holiday         1 <sup>st</sup> and 2 <sup>std</sup> of January           1 <sup>st</sup> of May         First and second day of Eastern (the date varies from one year to another)           Pentecost (the date varies from one year to another)         Pentecost (the date varies from one year to another)           1 <sup>st</sup> of August         1 <sup>st</sup> of December           25 <sup>th</sup> - 26 <sup>th</sup> of December         25 <sup>th</sup> - 26 <sup>th</sup> of December           Official language         Romanian is spoken as a first language by 91% of the population, respectively.           Occupations per sector ( <i>in % of the total employment</i> )         Romanians (89,5%); Hungarians (including Szecklers) (6,5%); coher religions (0,5%); other ethnic groups (1,5%)           Religion         Eastern Orthodox (86,7%); Roman-Catholic (4,7%); Protestant (3,2%); other religions (0,4%)           Economical data (2010 estimated data)         GDP (billion USD): 264,1 GDP per capita (USD): 11,755 Inflation rate (%): 3.5           Legal working time         40 hours           PRACTIC×L INFORMATION           Time zone         GMT + 2 hours (summer time is from March to October)  |                                       | innabitants)            | ~   |
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| (334,000), Galați (331,000), Brașov (316,000)         POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA         Administrative structure         41 Provinces and the Municipality of Bucharest         Form of government       Parliamentary democracy         National holiday       1 <sup>st</sup> and 2 <sup>nd</sup> of January         1 <sup>st</sup> of May       First and second day of Eastern (the date varies from one year to another)         15 <sup>th</sup> of August       1 <sup>st</sup> of December         25 <sup>th</sup> - 26 <sup>th</sup> of December       25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language         Romanian is spoken as a first language by 91% of the population, with Hungarian and Romani, being the most important minority languages, spoken by 6.7% and 1.1% of the population, respectively.         Occupations per sector ( <i>in % of the total employment</i> )       Romanians (89,5%); Hungarians (including Szecklers) (6,5%); Roma (2,5%); other ethnic groups (1,5%)         Religion       Eastern Orthodox (86,7%); Roman-Catholic (4,7%); Protestant (3,2%); Greek-Catholic (0,9%); Evangelical (0,1%); Unitarian (0,3%); other religions (0,4%)         GDP per capita (USD): 11,755         Inflation rate (%b): 3.5       Legal working time         PRACTICAL INFORMATION         Time zone         GMT +2 hours       Country code for calling Romania: +40         Tourist offices, websites <td< th=""><th>Othor main aitin</th><th>Logi (250,000) Consta</th><th>nte (244.000) Timiscore (227.000) Chi Nerces</th></td<>  | Othor main aitin                      | Logi (250,000) Consta   | nte (244.000) Timiscore (227.000) Chi Nerces          |
| POLITICAL, ECONOMICAL AND SOCIOLOGICAL DATA         Administrative structure         41 Provinces and the Municipality of Bucharest         Porm of government       Parliamentary democracy         National holiday       1st and 2st of January         1st and 2st of January       1st of May         First and second day of Eastern (the date varies from one year to another)       Pentecost (the date varies from one year to another)         1st of December       25th - 26th of December         25th - 26th of December       25th - 26th of December         Official language       Romanian is spoken as a first language by 91% of the population, with Hungarian and Romani, being the most important minority languages, spoken by 6.7% and 1.1% of the population, respectively.         Occupations per sector (in % of the total employment)       Romanians (89,5%); Hungarians (including Szecklers) (6,5%); Roma (2,5%); other ethnic groups (1,5%)         Ethnic origin of population       Romanians (89,5%); Hungarians (including Szecklers) (0,5%); Unitarian (0,3%); other relingions (0,4%)         GDP per capita (USD): 1,755       Inflation rate (%): 3.5         Legal working time       40 hours         PRACTICAL INFORMATION       GMT +2 hours (summer time is from March to October)         Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes   | Other main cities                     |                         |   |
| Administrative structure       41 Provinces and the Municipality of Bucharest         Form of government       Parliamentary democracy         National holiday       1 <sup>st</sup> and 2 <sup>nd</sup> of January         1 <sup>st</sup> of May       First and second day of Eastern (the date varies from one year to another)         Pentecost (the date varies from one year to another)       Pentecost (the date varies from one year to another)         1 <sup>st</sup> of August       1 <sup>st</sup> of December         25 <sup>th</sup> - 26 <sup>th</sup> of December       25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language       Romanian is spoken as a first language by 91% of the population, with Hungarian and Romani, being the most important minority languages, spoken by 6.7% and 1.1% of the population, respectively.         Occupations per sector (in % of the total employment)       Romanians (89.5%); Industry (31%); Services (37%)         Ethnic origin of population       Romanians (89.5%); Hungarians (including Szecklers) (6.5%); Roma (2.5%); cother rethnic groups (1.5%)         Religion       Eastern Orthodox (8.67%); Roman-Catholic (4.7%); Protestant (3.2%); other rethnic groups (1.5%)         Economical data (2010 estimated data)       GDP (billion USD): 264,1         GDP per capita (USD): 11,755       Inflation rate (%): 3.5         Inflation rate (%): 3.5       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40 </th <th></th> <th></th> <th></th>   |                                       |                         |   |
| Form of government         Parliamentary democracy           National holiday         1 <sup>st</sup> and 2 <sup>rd</sup> of January           1 <sup>st</sup> of May         First and second day of Eastern (the date varies from one year to another)           Pentecost (the date varies from one year to another)         15 <sup>th</sup> of August           1 <sup>st</sup> of December         25 <sup>th</sup> - 26 <sup>th</sup> of December           Official language         Romanian is spoken as a first language by 91% of the population, with Hungarian and Romani, being the most important minority languages, spoken by 6.7% and 1.1% of the population, respectively.           Occupations per sector ( <i>in % of the total employment</i> )         Romanians (89,5%); Hungarians (including Szecklers) (6.5%); Roma (2.5%); other ethnic groups (1,5%)           Ethnic origin of population         Romanians (89,5%); Hungarians (including Szecklers) (0,5%); Roman-Catholic (4,7%); Protestant (3,2%); Greek-Catholic (0,9%); Evangelical (0,1%); Unitarian (0,3%); other religions (0,4%)           Economical data (2010 estimated data)         GDP (billion USD): 264,1 GDP per capita (USD): 11,755 Inflation rate (%): 3.5           Legal working time         40 hours           PRACTICAL INFORMATION         I12           Finding an accomodation         Tourist offices, websites           International country codes         Country code for calling Romania: +40 To call from a foreign country, dial 00 + country code   | Р                                     | OLITICAL, ECONOMIC      | CAL AND SOCIOLOGICAL DATA                             |
| Form of government         Parliamentary democracy           National holiday         1 <sup>st</sup> and 2 <sup>rd</sup> of January           1 <sup>st</sup> of May         First and second day of Eastern (the date varies from one year to another)           Pentecost (the date varies from one year to another)         15 <sup>th</sup> of August           1 <sup>st</sup> of December         25 <sup>th</sup> - 26 <sup>th</sup> of December           Official language         Romanian is spoken as a first language by 91% of the population, with Hungarian and Romani, being the most important minority languages, spoken by 6.7% and 1.1% of the population, respectively.           Occupations per sector ( <i>in % of the total employment</i> )         Romanians (89,5%); Hungarians (including Szecklers) (6.5%); Roma (2.5%); other ethnic groups (1,5%)           Ethnic origin of population         Romanians (89,5%); Hungarians (including Szecklers) (0,5%); Roman-Catholic (4,7%); Protestant (3,2%); Greek-Catholic (0,9%); Evangelical (0,1%); Unitarian (0,3%); other religions (0,4%)           Economical data (2010 estimated data)         GDP (billion USD): 264,1 GDP per capita (USD): 11,755 Inflation rate (%): 3.5           Legal working time         40 hours           PRACTICAL INFORMATION         I12           Finding an accomodation         Tourist offices, websites           International country codes         Country code for calling Romania: +40 To call from a foreign country, dial 00 + country code   | Administrative str                    | neture                  | 41 Provinces and the Municipality of Bucharest        |
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| Pentecost (the date varies from one year to another)15th of August1tf of December25th - 26th of December25th - 26th of December25th - 26th of December0fficial languageRomanian is spoken as a first language by 91% of the<br>population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.Occupations per sector (in % of the total<br>employment)Ethnic origin of populationReligionReligionReligionEconomical data (2010 estimated data)GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationInternational country codesCountry code<br>To call from Romania to a foreign country, dial 00 +<br>country codeTo call from a foreign country to Romania, dial +40 +  |                                       |                         | First and second day of Eastern (the date varies from |
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| 1* of December<br>25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language       Romanian is spoken as a first language by 91% of the<br>population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.         Occupations per sector (in % of the total<br>employment)       Agriculture (32%); Industry (31%); Services (37%)         Ethnic origin of population       Romanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)         Religion       Eastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)         Economical data (2010 estimated data)       GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5         Legal working time       40 hours         PRACTICAL INFORMATION       GMT +2 hours<br>(summer time is from March to October)         Time zone       GMT +2 hours<br>(summer time is from March to October)         International country codes       Country code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code  |                                       |                         |   |
| 25 <sup>th</sup> - 26 <sup>th</sup> of December         Official language       Romanian is spoken as a first language by 91% of the population, with Hungarian and Romani, being the most important minority languages, spoken by 6.7% and 1.1% of the population, respectively.         Occupations per sector (in % of the total employment)       Agriculture (32%); Industry (31%); Services (37%)         Ethnic origin of population       Romanians (89,5%); Hungarians (including Szecklers) (6,5%); Roma (2,5%); other ethnic groups (1,5%)         Religion       Eastern Orthodox (86,7%); Roman-Catholic (4,7%); Protestant (3,2%); Greek-Catholic (0,9%); Evangelical (0,1%); Unitarian (0,3%); other religions (0,4%)         Economical data (2010 estimated data)       GDP (billion USD): 264,1         GDP per capita (USD): 11,755       Inflation rate (%): 3.5         Legal working time       40 hours         PRACTICAL INFORMATION       GMT +2 hours (summer time is from March to October)         Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40         To call from Romania to a foreign country, dial 00 + country code       To call from a foreign country to Romania, dial +40 +   |                                       |                         |   |
| Official languageRomanian is spoken as a first language by 91% of the<br>population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.Occupations per sector (in % of the total<br>employment)Romanians (89,5%); Industry (31%); Services (37%)Ethnic origin of populationRomanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICX L INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   |                                       |                         |   |
| population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.Occupations per sector (in % of the total<br>employment)Agriculture (32%); Industry (31%); Services (37%)Ethnic origin of populationRomanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   |                                       |                         | 25 - 26 of December                                   |
| population, with Hungarian and Romani, being the<br>most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.Occupations per sector (in % of the total<br>employment)Agriculture (32%); Industry (31%); Services (37%)Ethnic origin of populationRomanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   | Official language                     |                         | Romanian is snoken as a first language by 91% of the  |
| most important minority languages, spoken by 6.7%<br>and 1.1% of the population, respectively.Occupations per sector (in % of the total<br>employment)Agriculture (32%); Industry (31%); Services (37%)Ethnic origin of populationRomanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   | Onicial language                      |                         |   |
| and 1.1% of the population, respectively.Occupations per sector (in % of the total<br>employment)Agriculture (32%); Industry (31%); Services (37%)Ethnic origin of populationRomanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
| employment)Remainans (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONEmergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   |                                       |                         | and 1.1% of the population, respectively.             |
| Ethnic origin of populationRomanians (89,5%); Hungarians (including Szecklers)<br>(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   |                                       |                         | Agriculture (32%); Industry (31%); Services (37%)     |
| Religion(6,5%); Roma (2,5%); other ethnic groups (1,5%)ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (bilion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   |                                       |                         | Demoniona (80.50/); Humaniana (including Spechlare)   |
| ReligionEastern Orthodox (86,7%); Roman-Catholic (4,7%);<br>Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   | Ethnic origin of po                   | opulation               |   |
| Protestant (3,2%); Greek-Catholic (0,9%); Evangelical<br>(0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   | Religion                              |                         |   |
| (0,1%); Unitarian (0,3%); other religions (0,4%)Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +  | Kengion                               |                         |   |
| Economical data (2010 estimated data)GDP (billion USD): 264,1<br>GDP per capita (USD): 11,755<br>Inflation rate (%): 3.5Legal working time40 hoursPRACTICAL INFORMATIONTime zoneGMT +2 hours<br>(summer time is from March to October)Emergency numbers112Finding an accomodationTourist offices, websitesInternational country codesCountry code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
| GDP per capita (USD): 11,755         Inflation rate (%): 3.5         Legal working time       40 hours         PRACTICAL INFORMATION         Time zone       GMT +2 hours<br>(summer time is from March to October)         Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +   | Economical data (2010 estimated data) |                         |   |
| Inflation rate (%): 3.5         Legal working time       40 hours         PRACTICAL INFORMATION         Time zone       GMT +2 hours<br>(summer time is from March to October)         Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +  |                                       | ,                       |   |
| PRACTICAL INFORMATION         Time zone       GMT +2 hours<br>(summer time is from March to October)         Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
| Time zone       GMT +2 hours<br>(summer time is from March to October)         Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40<br>To call from Romania to a foreign country, dial 00 +<br>country code<br>To call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
| Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40         To call from Romania to a foreign country, dial 00 + country code       country code         To call from a foreign country to Romania, dial +40 +   |                                       |                         |   |
| Emergency numbers       112         Finding an accomodation       Tourist offices, websites         International country codes       Country code for calling Romania: +40         To call from Romania to a foreign country, dial 00 + country code       To call from a foreign country to Romania, dial +40 +  | Time zone                             |                         |   |
| Finding an accomodation         Tourist offices, websites           International country codes         Country code for calling Romania: +40           To call from Romania to a foreign country, dial 00 + country code         country code           To call from a foreign country to Romania, dial +40 +         To call from a foreign country to Romania, dial +40 +   | Emergency numbers                     |                         |   |
| International country codesCountry code for calling Romania: +40To call from Romania to a foreign country, dial 00 +<br>country codeTo call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
| To call from Romania to a foreign country, dial 00 + country code<br>To call from a foreign country to Romania, dial +40 +   |                                       |                         |   |
| country code<br>To call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
| To call from a foreign country to Romania, dial +40 +  |                                       |                         |   |
|  |                                       |                         | To call from a foreign country to Romania, dial +40 + |
| number of your correspondent without the initial 0   |                                       |                         | number of your correspondent without the initial 0    |



| Internet country code                               | .ro  |
|---|--|
| Health  | No vaccine is necessary.<br>The European Insurance Social Card is needed to have<br>access to treatments without having to advance<br>money. |
| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION  |  |
| Directory of companies                              |  |
| Chambers of Commerce and Federations of enterprises | The Chamber of Commerce and Industry of Romania <u>http://www.ccir.ro/</u>   |
|   |  |

Source:

| OTHER SOURCES OF INFORMATION   |   |
|--|---|
| Medium length of the training and work placements                              | Length of the training: 2 years<br>Work placements: 210 compulsory hours of the work<br>placement)        |
| Useful website on training abroad  |   |
| Useful web sites with information on the country culture and cultural briefing | Romanian Cultural Institute<br><u>http://www.icr.ro</u><br><u>http://www.ici.ro/romania/en/index.html</u> |





|  | GENE                        | RAL DATA  |
|--|-----------------------------|---|
| Area   | 20,270 km2                  | 0 20 40 km 16   |
|  |                             | and a so  |
| Population   | 2 million                   | AUSTRIA HUNG.   |
| (2010)   |                             | Maribor   |
| Density per km <sup>2</sup>                            | 99 inhabitants              | Phui  |
|  |                             | Triglav Jesenice Velenje<br>Kranj Kamnik Celje<br>Trbovlje  |
| Average  | Ljubljana - 4°C (January)   |   |
| temperature  |                             | Nova Gorica Novo  |
|  | Ljubljana +27°C (July)      | Koper Mesto   |
| Capital  | Ljubljana (300,000          | Bay CROATIA   |
| Capital  | inhabitants)                | our last m  |
|  |                             | Venice 16 AS-   |
|  |                             |   |
| Other main cities                                      | Maribor (110.000), Celje    | (41,000), Kranj (37,000), Velenje (26,500), Koper   |
|  | (25,000)                    | ( ), ( ), (, ). (, ). (, )  |
| Р  | OLITICAL, ECONOMICA         | AL AND SOCIOLOGICAL DATA  |
| -  | 021110122,2001101101        |   |
| Administrative str                                     |                             | 210 local municipalities  |
| Form of governme                                       | nt                          | Parliamentary Republic  |
| National holiday                                       |                             | 1.1., 1.2., 8.2., 4.4., 5.4., 27.4., 1.5., 2.5., 23.5., 25.   |
| Official language                                      |                             | 6., 15.8., 31.10., 1.11., 25.12., 26.12.<br>Slovene; Hungarian and Italian enjoy the status of      |
| Official language                                      |                             | official languages in the ethnically mixed regions  |
|  |                             | along the Hungarian and Italian border. English is  |
|  |                             | widely spoken.  |
|  | ector (in % of the total of | Agriculture (4%); Industry (40%); Services (56%)  |
| <i>the employment</i> )<br>Ethnic origin of population |                             | Slovene (83.01%); Serbian (2%); Bosniak (1.1%)  |
| Ethnic origin of po                                    | pulation                    | Slovene (85.0170), Serbian (270), Bosinak (1.170)   |
| Religion   |                             | Catholic (58%); Muslim (2.5%); Orthodox (2.3%);   |
|  |                             | agnostic (33%)  |
| Economical data (2                                     | 2010estimated data)         | GDP (billion USD):  |
|  |                             | GDP per capita:<br>Inflation rate (%):  |
| Legal weekly work                                      | king time                   | 40 hours  |
|  | 6                           |   |
|  | PRACTICAL                   |   |
| Time zone  |                             | GMT+1 in winter, GMT+2 in summer (summer time is from March to October)                             |
| Emergency number                                       | rs                          | 112 – police, 113 – medical assistant   |
| Finding an accomodation                                |                             | Tourist offices, websites   |
| International coun                                     |                             | Country code for calling Slovenia: +386   |
|  |                             | To call from Slovenia to a foreign country, dial 00 +   |
|  |                             | country code  |
|  |                             | To call from a foreign country to Slovenia, dial<br>+386 + number of your correspondent without the |
|  |                             | initial 0   |
| Internet country code                                  |                             | .si   |
| Health   |                             | No vaccine is necessary.  |
|  |                             | The European Insurance Social Card is needed to   |
|  |                             | have access to treatments without having to   |
|  |                             | advance money.  |

| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION |  |
|--|--|
| Directory of companies                             | www.gzs.si/katalogi                          |
|  | ddv.inetis.com/iskalnik.aspx                 |
|  | www.pirs.si                                  |
| Chambers of Commerce and Federations of            | Chamber of Commerce and Industry of Slovenia |
| enterprises  | Dimičeva 13                                  |
|  | SI-1504 Ljubljana                            |
|  | Republic of Slovenia                         |
|  | Phone.: + 386 1 5898 000                     |
|  | Fax: + 386 1 5898 100                        |
|  | E-mail: information@gzs.si                   |
|  | Web: http://www.gzs.si/eng                   |
|  |  |
|  | Chamber of Craft of Slovenia                 |
|  | Celovška cesta 71                            |
|  | SI-1000 Ljubljana                            |
|  | Phone: +386 1 583 05 00                      |
|  | Fax: +386 1 505 92 70, +386 1 505 43 75      |
|  | E-mail: <u>info@ozs.si</u>                   |
|  | Web: <u>http://www.ozs.si/eng</u>            |
|  |  |

Source: above stated web pages

| OTHER SOURCES OF INFORMATION             |   |
|--|---|
| Medium length of the training and work   | The full programme lasts for two years with 800 |
| placements                               | hours of on the job training                    |
| Useful website on training abroad        | www.cmepius.si                                  |
| Useful web sites with information on the | www.slovenia.info                               |
| country culture and cultural briefing    |   |



# SPAIN (ES)

| GENERAL DATA                |                                |   |
|-----------------------------|--------------------------------|---|
| Area                        | 504.645 km <sup>2</sup>        | North   |
|                             |                                | Atlantic France   |
| Population                  | 46,951,532                     | eLa Coruna     Oviedo     Santander     of.Jacques     Oviedo     Sitaa     Santander     Sitaacues     Sitaacues |
| (2010)                      |                                | Vigo Consee eléon Vitoria Pampiona Figueras<br>Burgos Lógroño Gerone Gerone                                       |
| Density per km <sup>2</sup> | 91.13 inhab./km <sup>2</sup>   | Zamora Valladolid Sarcetona<br>Salamanca Tarragone  |
|                             |                                | Portugal Talavera de La Palma de Castellón Palma de   |
| Average                     |                                | Toledo Valencia Balearic Islands  |
| temperature                 | Madrid +9°C                    | Merida Ibiza<br>Cordoba Murcie Alicante Mediterranean<br>Sea  |
|                             | (January)                      | Hueva Seville Grenade Carthagene  |
|                             | Madrid +31°C                   | Aldesiras Mont  |
|                             | (July)                         | Strait of Gibraitar Coula Meslia<br>(Ep.) (Ep.)   |
| Capital                     | Madrid (3,255,944 inhabitants) | Algeria   |
|                             | minaonants)                    | Morocco   |
|                             |                                |   |
| Other main cities           | Barcelona (1,621,5             | 37); Valencia (814,208); Seville (703,206); Zaragoza  |
|                             | (674,317)                      |   |
| Р                           | OLITICAL, ECONO                | OMICAL AND SOCIOLOGICAL DATA  |
| -                           |                                |   |
| Administrative str          | ucture                         | Seventeen autonomous communities and two autonomous   |
|                             |                                | cities  |
| Form of governme            | ent                            | Constitutional with a hereditary monarch and a bicameral  |
| National holiday            |                                | parliament<br>October, 12   |
| Official language           |                                | Spanish   |
| Oniciar language            |                                | Recognised regional languages Aranese, Basque,  |
|                             |                                | Catalan/Valencian and Galician.   |
| Occupations per se          |                                | Agriculture (7%); Industry (26%); Services (67%)  |
| total of the employ         |                                |   |
| Ethnic origin of population |                                | 87.8% Spanish, 12.2% (Romanian, Moroccan, Ecuadorian, British)  |
| Religion                    |                                | Roman Catholic (94%); Protestant/other (6%)   |
| Economical data (2          | 2010)                          | GDP (billion USD): 1,390.76   |
|                             | ,                              | GDP per capita (USD): 29,898.41   |
|                             |                                | Inflation rate (%): 0.9   |
| Legal working tim           | e                              | 40 hours  |
|                             | PRAC                           | TICAL INFORMATION   |
| Time zone                   | IMAC                           | GMT+1 in winter, GMT+2 in summer (summer time is  |
|                             |                                | from March to October)  |
| Emergency number            |                                | 112 in any emergency  |
| Finding an accome           |                                | Tourist offices, websites   |
| International coun          | try codes                      | Country code for calling Spain: +34   |
|                             |                                | To call from Spain to a foreign country, dial 00 + country code   |
|                             |                                | To call from a foreign country to Spain, dial +34 + number  |
|                             |                                | of your correspondent without the initial 0   |
| Internet country c          | ode                            | .es   |
| Health                      |                                | No vaccine is necessary.  |
|                             |                                | The European Insurance Social Card is needed to have  |
|                             |                                | access to treatments without having to advance money.   |



| SOURCES OF ECONOMICAL AND PROFESSIONAL INFORMATION |                           |
|--|---------------------------|
| Directory of companies                             |                           |
| Chambers of Commerce and                           | http://www.cambrescat.es/ |
| Federations of enterprises                         |                           |
|  |                           |

Source: http://www.laposte-export-solutions.co.uk/uk/markets/country-profiles/spain/presentation

| OTHER SOURCES OF INFORMATION             |  |
|--|--|
| Medium length of the training and work   | 4 weeks                                      |
| placements                               |  |
| Useful website on training abroad        | http://www20.gencat.cat/portal/site/Educacio |
|  | http://www.xtec.cat/fp/                      |
| Useful web sites with information on the | www.gencat.cat/turistex_nou/home_ang.htm     |
| country culture and cultural briefing    |  |

